WISCONSIN

DEPARTMENT OF WORKFORCE DEVELOPMENT
Division of Economic Support
Bureau of Welfare Initiatives

BWI OPERATIONS MEMO
No.: 99-38
File: 1125 1250.15
Date: 06/03/99
Non W-2 [X] W-2 [X] CC [X]
PRIORITY: Medium

TO: **Economic Support Supervisors**
Economic Support Lead Workers
Training Staff
FSET Administrative and Provider Agencies
Child Care Coordinators
W-2 Agencies

FROM: Stephen M. Dow
Program Implementation Team
Policy Analysis and Program Implementation Section

SUBJECT: **PRISONER VERIFICATION QUERY**

CROSS REFERENCE: CARES

EFFECTIVE DATE: Immediately

PURPOSE

This memo alerts you to data available from the Social Security Administration (SSA) about prisoner status.

BACKGROUND

The SSA has now provided the capability for Wisconsin to send a query and receive back information regarding prisoner status of individuals incarcerated in a limited number of prisons nationwide. This query applies to CARES clients who are Food Stamp, Child Care and MA recipients and W-2 participants.

This process actually went into production in January of 1999, but the SSA did not begin releasing actual data until April, and only on a limited basis.

If a penal facility has a signed Incentive Payment Memorandum of Understanding in place with the SSA, then SSA can disclose data from that facility. Other facilities will be added to the query process as more agreements are signed. SSA currently has agreements in place with all state departments of correction in the Chicago Region and with over 300 other penal facilities.

To request information as to the incarceration status of an individual, go to the DXPR screen, and enter the Social Security Number. Use [PF13] to create the send request.
The request records are sent to SSA daily, but they respond to us only on a **weekly** basis. The responses are processed on Wednesday evenings, and alerts will appear in CARES on Thursdays.

There will be 3 possible alerts generated from this query:

1. 264 = "Prisoner data can't be disclosed"

   The 264 alert could indicate that there is prisoner data but SSA is prohibited from disclosing it, or that there is prisoner data but SSA cannot determine whether disclosure is permitted.

2. 265 = "Prisoner data - see DXPQ"

   In the event of alert 265, workers can go to the DXPQ screen to view details, including confinement date, release date, prison name, address, phone, fax and contact name. Following review and confirmation of the data on DXPQ, workers should update the disposition on DXRU and continue on to DXUS to enter savings information if applicable.

3. 266 = "No prisoner data available"

ASD/BITS/GG